

WIN-FRED METROPOLITAN PLANNING ORGANIZATION

Frederick County ❖ City of Winchester ❖ Town of Stephens City



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**WinFred Metropolitan Planning Organization
Chairman Charles DeHaven, Jr.
Policy Board "Special Meeting" Minutes -
6/24/20**

**Frederick County Administrative Offices
First Floor Conference Room**

**107 North Kent Street, Winchester, Virginia
WinFred MPO Policy Board
Member Jurisdiction Representatives**

	Frederick County		VDOT		Staff
✓	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Brandon Davis
✓	Judith McCann-Slaughter		Non-Voting Members	✓	John Madera
✓	Kris Tierney	✓	Richard Duran, FHWA	✓	Karen Taylor
	Winchester		Tony Cho, FTA		Others
	John Hill		Ciara Williams, DRPT	✓	Dixon Whitworth, CTB Member
✓	Mary Beth Price		Rusty Harrington, FAA	✓	Amanda Kerns, NSVRC
✓	Bill Wiley		Alternates		
			John Willingham (Winchester)		
	Stephens City		Perry Eisenach (Winchester)		
	Mike Majher		Tim Youmans (Winchester)		
			Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
			Matt Smith (VDOT)		
		✓	Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**WinFred MPO Policy Board Meeting Minutes
Wednesday, June 24, 2020 10:00 AM**

Join Zoom Meeting

<https://zoom.us/j/99857579333?pwd=eExjSmxDdnNSSjBYRm4yUURGNEJUdz09>

Meeting ID: 998 5757 9333

Password: 245351

- 1. Welcome and Introductions** – Vice-Chairman Wiley conducted the meeting due to Chairman DeHaven experiencing technical difficulties. Vice-Chair Wiley welcomed everyone to the meeting.
- 2. Commonwealth Transportation Board (CTB) Update**
Mr. Dixon Whitworth, CTB member gave the Policy Board an update in regard to the June 17, 2020 Commonwealth Transportation Board meeting. This was Mr. Whitworth's last meeting due to his term expiring. Following his update, the Policy Board members thanked him for his hard work and dedication to the region.

Meeting adjourned at 10:35 a.m.

A majority of the MPO voting members shall constitute a quorum (5 voting members)

Glossary of Acronyms

CAC- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conduct public hearings and public input sessions on selected projects at the direction of the Policy Board.

CLRP – Constrained Long Range Plan – A fiscally-constrained list of projects drawn from the Vision Plan element of the LRTP. All CLRP projects must have an estimated cost and a revenue source identified.

FHWA - Federal Highway Administration - Within the US Department of Transportation, FHWA is responsible for highway issues, including federal laws and regulations related to metropolitan transportation planning.

FTA - Federal Transit Administration- With in the US Department of Transportation, FTA is responsible for public transit issues, including federal laws and regulations related to metropolitan transportation planning.

FTA Section 5303 Funds - This program supports transit planning expenses to support cooperative, continuous, and comprehensive planning for making transportation investment decisions in metropolitan planning areas.

FTA Section 5310 - Transportation for Elderly Persons and Persons with Disabilities - The goal of the Section 5310 Program is to help in meeting the special transportation needs of elderly persons and persons with disabilities. The program is designed to supplement other FTA or assistance programs by funding transportation projects for elderly person and persons with disabilities in all areas – urbanized, small urban, and rural.

LRTP- Long Range Transportation Plan- Developed and approved by the MPO, the LRTP is a regional plan that includes all transportation projects and programs that the MPO realistically anticipates can be implemented over the next 25 years. LRTP's may include a VISION PLAN, which is a list of all projects (a “wish list”) but must also include a CLRP. In order to receive federal funding, transportation projects must be included in the LRTP and the TIP.

MPO - Metropolitan Planning Organization - Federal transportation laws and regulations require the establishment of an MPO in every urbanized area of the U.S. with a population over 50,000. MPOs are responsible for meeting the federal metropolitan planning regulations for transportation.

STP Funds - STP funds are Federal Funds disbursed through State DOT's for Surface Transportation projects.

TAC- Technical Advisory Committee- Serves in an advisory capacity to the Policy Board of the MPO. The TAC works with MPO staff to formulate the UPWP, the LRTP, and provides technical review and assistance on numerous MPO projects undertaken as called out in the UPWP.

TIP - Transportation Improvement Program - Approved by the MPO Policy Board, it is a list of projects and programs that will be implemented over the next six years. In order to receive federal funding, transportation projects must be included in the Constrained Long Range Plan and the TIP. Amendments are major changes to a project included in the CLRP, TIP or STIP that are not Administrative Modifications.

UPWP – Unified Planning Work Program- MPOs must adopt and implement an annual work program and budget known as the Unified Planning Work Program (UPWP). The UPWP identifies all activities to be undertaken by the MPO during the fiscal year which begins July 1st and ends the following June 30th.

VDOT - Virginia Department of Transportation – The Agency responsible for statewide transportation facility planning, construction, and maintenance. VDOT is separate from the Virginia Department of Rail and Public Transportation (VDRPT).

VDRPT - Virginia Department of Rail and Public Transportation – The Agency under the Virginia Secretary of Transportation (as is VDOT) provides technical and financial assistance to Virginia's public transit.